

February 12, 2009

TO: ALL OFFERORS

FROM: VICKI L. MACKLIN
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: **GSS413-PACKAGE SRVC**

ADDENDUM #1

This is to advise all offerors that the DOC Requirements should read GSS413-PACKAGE SRVC, DOCUMENT AND PACKAGE SERVICES.

Also to clarify the Fuel Surcharge the additional statement should be included in the RFP:

A monthly fuel charge will be set by the National U.S. Average On Highway Diesel Fuel Prices reported by the U.S. Department of Energy. It will be posted monthly on the UPS Website at the beginning of each month, you can visit the website at www.ups.com , then click on the appropriate link. See below an excerpt from their website explaining the same:

Ground Fuel Surcharge

UPS uses an index-based surcharge that is adjusted monthly. Changes to the surcharge will be effective the first Monday of each month and posted approximately two weeks prior to the effective date. For your billing convenience, we will also post a 90-day surcharge history. The surcharge will be based on the National U.S. Average On Highway Diesel Fuel Prices reported by the U.S. Department of Energy for the month that is two months prior to the adjustment. (UPS research has shown this index is highly correlated with other major fuel price indices worldwide.) For example the surcharge for January 2009 is based on the November 2008 National U.S. Average On Highway Diesel Fuel Price.

Fuel Surcharge

Current Fuel Surcharge Rate:

Ground

Through February 1, 2009: 4.75%
Effective February 2, 2009: 3.25%

Air and International

Through February 1, 2009: 7.50%
Effective February 2, 2009: 1.00%

There should be a cap on the fuel surcharge of no more than 8%.

All other terms and conditions remain the same.